

PARENTS' COMMITTEE MEETING
THURSDAY, OCTOBER 19, 2023
7:00 P.M., ONLINE



AGENDA

Please login to assist us in starting on time.

1. Call to Order with Land Acknowledgement
2. Word from the Chair
3. Approval of the Agenda
4. Correspondence
5. Presentation from Regional Student Ombudsman – Ms. Maia Aziz
6. Business Arising
 - 6.1. Communication Matters – from Basecamp to BAND
 - 6.2. Administration Update
 - 6.3. Summer Movement - Bill 40 Update
 - 6.4. SNAC Designees
7. Questions from the Public
8. New Business
 - 8.1. CONSULTATION: School and Centre fees (Nov. 17)
 - 8.2. CONSULTATION: By-law #9 (Complaint process)
 - 8.3. CONSULTATION: Commitment-to-Success Plan
 - 8.4. CONSULTATION: Enrolment Criteria
 - 8.5. Call for Ad hoc Subcommittees
 - 8.5.1. For Outstanding Consultations
 - 8.5.2. Internal Rules & Procedures
 - 8.5.3. Others
 - 8.6. Priorities for the 2023-24 School Year
9. Council & External Reports
 - 9.1. Council Committees
 - 9.2. Council of Commissioners
 - 9.3. SNAC
10. Upcoming Important Dates (Joint Subcommittee & GB Training)
11. Varia
12. Adjournment

Parents` Committee MEETING
THURSDAY, OCTOBER 19, 2023
7:00 P.M., ONLINE

1. Call to Order with Land Acknowledgement

S. Ross called the meeting to order at 7:01 pm. Quorum was established with 34 members out of 46 LBPSB schools and SNAC being represented. S. Ross then invited D. Bentley to recite the Land Acknowledgement Statement.

2. Word from the Chair

S. Ross welcomed Secretary General Geneviève Dugré, LBPSB Chairperson Judy Kelley, Mme. Andréanne Bertrand, Ms. Maia Aziz, and all other participants including Reps/Alts. He emphasized that the most important message to parents is to encourage them and thank them for giving their time to help enhance the educational process and for participating in the PC. He reported that this year 60% of the PC is made up of new members.

S. Ross noted that the Advisory will explain things a little more extensively than they have in the past. It was emphasized that PC meetings are recorded in order to keep track of attendance but will not be posted or distributed. Participants were asked to rename themselves and indicate whether they were a Rep or an Alt. S. Ross went through all of the positions that comprise the Advisory and indicated that it is a team effort.

The Chair then took a moment to recognize the tragic events that have taken place in Israel and Gaza. He emphasized that "Our hearts go out to all of the people impacted by this tragedy". He thanked the School Board for sending out messages in this regard.

It was pointed out that Parent Reps are responsible for providing a brief report to their GBs. The PC Advisory will attempt to release an MSR (Meeting Summary Report) approximately 1 week after the meeting. The MSR can then be used to present to the GB. If the Rep/Alt wishes to edit/add to the MSR, they may do so, as a Word version of the document will be provided. GB Chairs will be sent a pdf version of the MSR. Reps/Alts were advised that if they are unable to attend a GB meeting, to then ensure that the MSR gets disseminated to the GB. S. Ross reiterated that if the Rep and Alt are both attending a PC meeting, then the Rep is the one who votes. Otherwise it is the person attending the meeting, (Rep or Alt) that votes. The Chair noted that minutes are taken at each meeting and will be included in the meeting kit for the following month. PC meetings will take place on the third Thursday of every month. The target release of the meeting kit will be the Friday prior to the meeting.

3. Approval of the Agenda

S. Ross indicated that the agenda was included in the meeting kit and was screen shared. He asked if there were any additions to the agenda. There being none, he called for approval of the agenda. It was moved by T. Minisini to approve the agenda. The motion was seconded by N. Lawand. None were opposed and no abstentions were noted. The motion was carried unanimously.

4. Correspondence

S. Ross mentioned that there was no correspondence to present at this time. He explained that correspondence would be any communication that is received by the PC. He noted that the MSR will be a cumulative one outlining the results of the elections.

5. Presentation from Regional Student Ombudsman – Ms. Maia Aziz

S. Ross introduced Mme. Andréanne Bertrand, Complaints Officer for the LBPSB, along with Regional Ombudsman, Ms. Maia Aziz. Ms. Aziz briefly introduced herself. She has a background in the pediatric world, has worked in child protection, in specialized schools, managed professional services, was the Chief of Allied Health Services at the Montreal Children`s Hospital, and has training in conflict resolutions. The following points were highlighted:

- Ms. Aziz was appointed by the Ministry of Education along with many other Regional Ombudsmen
- She represents the territory of Lac St. Louis and the Lachine Rapids
- The new position was created last year and came into effect in the Fall of 2023
- National Student Ombudsman and Regional Ombudsmen will ensure that there is a standard process for handling complaints in Quebec
- Ms. Aziz does not work for a school or school board

This law was created to:

- Improve access and standardize access for a service not received through a school, to create impartiality as ombudsmen are no longer affiliated with the school system
- The process is now the same for public and private schools
- Reduce delays and increase the timelines of complaints in order to expedite mediations

The law outlines a new process as follows:

- If the student or parent is not satisfied, they should speak to the person involved- teacher, supervisor, etc... (this typically resolves 90 % of the complaints)
- There are 10 days to try to resolve the issue. If not resolved, there is a possibility to go to the Complaints Officer of the Board or Service Centre.

- The Complaints Officer has 15 days to resolve the issue. If the party is not satisfied, then they can go to the Regional Student Ombudsman
- The intake team will verify if the party has gone through the correct steps
- An exception to these steps is if there is a case of sexual violence in which case the party may go directly to the Regional Ombudsman which speeds up the process
- All involved are contacted and pertinent documents are gathered
- Policies and Procedures are examined to ensure that they have been followed
- The goal is to find a solution
- The report goes to the DG of the School Board
- The School Board has 10 days to decide if they will follow the recommendations

G. Dugré thanked Ms. Aziz for her presentation. G. Dugré explained that she will be removed from the complaints process as Mme. Andréanne Bertrand, Complaints Officer for the LBPSB will now be involved. A summary of the process will be disseminated. S. Ross opened the floor to questions. They were as follows:

- Q. Do you work for the Ministry of Education?
- No. I was appointed by the Minister of Education.
- Q. This discussion came up at some GBs. Is there going to be a communication from the School Board informing parents that this process exists? Is there a more official way of starting the complaints process?
- The wording may change. It is not so easy to verify when a complaint actually started. A meeting will most likely take place to explain the process. Perhaps some of the information could be covered under GB training.
- Q. When speaking of days, do we mean working days or calendar days?
- Working days.
- Q. If an incident is happening to a child from one school but a child from another school is involved how is this handled?
- It is covered under the ABAV, but the complaints process will come into play.

S. Ross then thanked Ms. Aziz for a very comprehensive presentation.

6. Business Arising

6.1. Communication Matters – from Basecamp to BAND

S. Ross informed PC members that Basecamp, the collaboration tool which the PC has used for many years charges a fee of \$32 per month. The Advisory has now decided to shift to a free online collaboration tool called BAND. He indicated that each Rep/Alt will receive an email (the day following this meeting) regarding BAND and will subsequently get their logins.

Reps/Alts will receive 3 invitations as follows:

- Invitation 1: General PC
- Invitation 2: Region 1/2/3
- Invitation 3: Ad Hoc Subcommittees

S. Ross noted that a member of the Advisory will be on every Ad Hoc Subcommittee in order to move things along. He elaborated that within BAND, Reps/Alts should keep the following in mind:

- Bring forth topics of interest
- Interact with veterans and new members
- Ask questions
- Do not use any LBPSB GAFE accounts on BAND
- Not a place to name names or speak about your children
- Discussions must be respectful at all times
- Do not make it personal
- Keep it professional
- The Advisory will monitor all discussions
- The Advisory is creating a new handbook
- Reps/Alts are requested to provide feedback
- All consultations will be discussed on BAND
- All meeting dates will be posted on an announcement board
- Discussions will be funneled to chat rooms
- The platform notifies you every time there is a new post. Notification settings can be changed to reduce the interval of the notifications.
- The learning curve should not be very steep

It was emphasized that the Advisory does not foresee giving up anything by switching to a free service. It was pointed out that BASECAMP has some security issues. S. Ross noted that info will come to Reps/Alts personal email addresses but those email addresses will not be displayed. It was suggested that everyone rename themselves on BAND.

6.2. Administration Update

S. Ross indicated that Interim Assistant Director General Steven Colpitts, (who has been assigned to provide Administrative updates to the PC), was not available and in his absence, Kathleen O'Reilly Regional Director-for Region 1 was in attendance. She noted that the presence of Regional Directors at Regional meetings is yet to be determined. It was mentioned that the PC breakout sessions that took place last year resulted in great discussions with feedback being brought back to the School Board, including discussions regarding Enrollment Criteria. A written report was not available at this time.

6.3. Summer Movement - Bill 40 Update

S. Ross invited D. Bentley to speak to this item on the agenda. Judy Kelley, LBPSB Chairperson provided additional important information. The following points were highlighted:

- Judgment was handed down in favour of the case against Bill 40
- Government had a deadline to file an appeal and they did
- This puts English School Boards in a holding pattern again
- QESBA (Quebec English School Boards Association) is prepared to take the case to the Supreme Court
- EPCA (English Parents' Committee Association) is working with QESBA, QCGN (Quebec Community Groups Network), as well as other grassroots organizations in opposition of Bill 40
- Due to the appeal by the government, the case is no longer "stayed"
- At this point Bill 40 does not apply to English School Boards
- Power Law will defend the ruling in the Court of Appeal

6.4. SNAC Designees

S. Ross indicated that the PC is required to approve the members of SNAC, comprised of parents who have a child with an IEP. He indicated that the Education Act requires that the committee provide the names of the designees to the PC. He noted that at the PC AGA, there seemed to be some confusion regarding the approval process, however, the PC is still required to approve the SNAC designees. L. Mancini, the Chair of SNAC sent the list to the PC. S. Ross pointed out that he was in contact with LBPSB Secretary General G. Dugré and it was confirmed that the PC must confirm the SNAC parents.

The Chair noted that the PC has never not approved the slate of SNAC members. It was pointed out that there is a CRPCSN (Commissioner Representing Parents' Committee for Special Needs). S. Hossaini, SNAC rep on the PC provided the following brief description of what SNAC does: Focused on students with Special Needs (learning challenges, Autism, ADHD, etc...), Hosts Parent Workshops, etc...

The following is a summary of discussions:

- What rules and regulations are in place for members?
- Is there a Code of Conduct?
- What type of structure is in place?

S. Ross explained that SNAC is governed by Internal Rules which have been strengthened in recent years and reviewed by the LBPSB Secretary General. He noted that these rules are designed to ensure that the committee runs smoothly. SNAC is an invaluable committee. Each member should be capable of representing everyone. Committees are comprised of various members some who may be more outspoken than others. SNAC website indicated that their AGM was to take place on October 23, 2023, however the SNAC AGM had already taken place. The October 23rd date was in fact an error. SNAC is an advisory committee whose role does not involve making big decisions or governing.

By law, every School Board must have an advisory committee on Special Needs. Every year there is an AGM to select these members and every year the PC has to approve the SNAC designees. S. Ross then created a poll, which was screen shared asking the members of the PC to vote "Yea" or "No" or abstain to approve the SNAC designees. He stated that he believed that it was in the best interests of the PC to approve. It was emphasized that this was a ratification of the SNAC vote to select designees. He thanked members for the great discussions having taken place at the AGA and at this meeting. He indicated that the discussion had been closed. The results of the poll were then shared. 30 voted "Yea", 0 voted "No", and 1 abstention was noted.

7. Questions from the Public

S. Ross emphasized that questions should remain respectful and be related to the PC agenda.

A member of the public introduced themselves and gave a brief introduction.

Q. Are the names of the PC members posted on the PC website?

A. With the large turn over this is a big undertaking. An attempt will be made to try to update the names before the next PC meeting.

Q. Can a public question period be placed at the beginning or the end of a meeting?

A. It will be considered.

Q. Will there be a calendar of upcoming meetings posted?

A. The dates are being reviewed and will be posted next month. Most likely the PC meetings will be held on the 3rd Thursday of every month.

At this point in the meeting it was noted that the meeting should be extended by 15 minutes with an end time of 9:15pm. It was moved by D. Bentley to extend the meeting by 15 minutes with the end time being 9:15pm. The motion was seconded by T. Curtis. None were opposed, no abstentions were noted. The motion was carried unanimously.

8. New Business

S. Ross highlighted the fact that there are four Consultations with responses all being due by November 17th. All Consultations also go out to all GBs. S. Ross recommended that the PC utilize BAND and roll out each Consultation online with Subcommittees being struck. It was moved by S. Ross that the PC create an Ad hoc Subcommittee on BAND with a description for each group to approve. He underlined the fact that Alts are welcome to be on Subcommittees. It was moved by S. Ross to create four Subcommittees to work on responses to the following Consultations:

- School and Centre fees (Nov. 17)
- By-law #9 (Complaint process)
- Commitment-to-Success Plan
- Enrolment Criteria

The motion was seconded by R. Frazao. It was noted that the Consultations are in draft form. It was mentioned that commissioners read all recommendations. An inquiry was made as to why Consultation responses are submitted at both the GB and PC level. It was specified that the PC looks at what is best for the entire School Board, whereas the GB may look at it from more of a school based perspective. PC Reps/Alts bring their experiences from the GB to the PC. None were opposed, no abstentions were noted. The motion was carried unanimously. The four Consultations will be sent out to everyone's personal email address.

8.1. CONSULTATION: School and Centre fees (Nov. 17)

8.2. CONSULTATION: By-law #9 (Complaint process)

8.3. CONSULTATION: Commitment-to-Success Plan

8.4. CONSULTATION: Enrolment Criteria

8.5. Call for Ad hoc Subcommittees

8.5.1. For Outstanding Consultations

8.5.2. Internal Rules & Procedures

S. Ross indicated that the Internal Rules & Procedures are posted on the PC website under the tab Resources for Parent Reps and also on BAND. He encouraged all Reps/Alts to read the Internal Rules & Procedures. S. Ross emphasized as per the Internal Rules, Internal Rules & Procedures must be reviewed on an annual basis. It was noted that it will likely take a couple of months to review the rules. It was moved by S. Ross that an Internal Rules subcommittee be formed in order to review them. The motion was seconded by D. Bentley. None were opposed and no abstentions were noted. The motion was carried unanimously.

8.5.3. Others

S. Ross pointed out that Subcommittees do not necessarily extend to an entire school year. Discussions included the possibility of creating a Bill 40 Subcommittee. It was moved by R. Frazao to create a Subcommittee exploring teachers experiencing violence in the workplace. The motion was seconded by L. Dalterio. None were opposed and no abstentions were noted. The motion was carried unanimously.

8.6. Priorities for the 2023-24 School Year

S. Ross encouraged Reps/Alts to prioritize what they wish to cover this year. Feedback can be posted on BAND. He noted that the PC will not have many presentations scheduled this year.

9. Council & External Reports.

9.1. Council Committees

S. Ross called upon Reps to provide updates on External Committees. C. Boyarchuk attended the Facilities and Security meeting the evening prior to this meeting. S. Ross indicated that CRPCs sit on all of these committees and are a wealth of information. He emphasized how informative these meetings are as Reps get to be part of discussions taking place at the School Board level. Reps to these committees were encouraged to communicate information to the PC whenever possible and advise the Chair on any important topics that came up. It was pointed out that a Sharepoint account will be set up for each Rep to Council Committees.

9.2. Council of Commissioners

S. Ross invited LBPSB Chairperson J. Kelley to speak to this item on the agenda. J. Kelley noted that very few Council Committee meetings have taken place so far. Safe and Caring and TAC will both be meeting soon. It was noted that Council meetings are held on the last Monday of the month. Some technical issues occurred at the last meeting.

9.3. SNAC

S. Ross invited S. Hossaini to speak to this item on the agenda. S. Hossaini noted that there was no report available. The next SNAC meeting will take place the week following this meeting.

10. Upcoming Important Dates (Joint Subcommittee & GB Training)

S. Ross indicated that a GB Training Session would be held on November 2, 2023 at 7:00 pm. He noted that if the training were to take place in person, any and all Administration will be invited. If taking place virtually, the Chair

would like to invite all GB members. It was mentioned that an invitation will be sent out to all GB Chairs. The next PC meeting will take place on November 16, 2023. A Joint Subcommittee meeting will take place soon, where Regional Directors will break out into three rooms.

11. Varia

S. Ross invited Reps/Alts to speak to any varia they might have. The following are highlights:

- EPCA was not included as an item on the Agenda. D. Bentley and S. Hossaini are both EPCA Directors. EPCA represents the students of the English school boards of Quebec and advocates for all English public schools in Quebec when dealing with the government.
- Comment on how to get info if you are a Rep to a Council Subcommittee. If a Rep was elected to a Council Subcommittee, then the School Board will contact them. If there is a problem accessing their GAFE account, Reps were invited to contact S. Ross.

12. Adjournment

S. Ross called for adjournment of the meeting at 9:19 pm. The motion was seconded by D. Bentley. The Chair gave special thanks to J. Kelley and K. O'Reilly.

Respectfully submitted by
Barbara Schnider
Recording Secretary

Attendance Report

Attendance		
Member School	Parent Rep Present	Alternate Rep Present
Allion		
Beacon Hill		Annie Smith
Beaconsfield High School		
Beechwood		Robert Sutherland
Beurling Academy	Linda Dalterio	
Birchwood	Derek Kenny	
Children's World		
Christmas Park		
Clearpoint	Marc Lucke	
Dorset	Cindy McCartney	
Dorval	Jinny Conte	
Edgewater	Mike Nother	
Evergreen	Richard Thorpe	
Forest Hill Jr		
Forest Hill Sr	Tanja Minisini	
John Renner HS	Colleen Boyarchuk	
Kingsdale	Adam Feldstain	
Lakeside Academy		
Lasalle Community Comprehensive		
Lasalle Jr	Zahra Ibrahim	
Lasalle Sr		
Macdonald	Tracey-Ann Curtis	Jackie Barbieri
Maple Grove	Oumy Dia	
Margaret Manson	Nadia Iacino	
Mount Pleasant	Christine Jastrzebski	
Pierre Elliott Trudeau		
Pierrefonds Comprehensive HS	Brenda Tremellen	Greg Piggins
Riverview	Heidi Van Regan	
Sherbrooke Academy Jr.	Demetrios Hadjis	
Sherbrooke Academy Sr.		
Soulange		
Springdale	Jeseca Stephens	
St. Anthony	Shane Ross	
St. Charles		
St. Edmund	Tessa MacLean	
St. John Fisher Jr	Tom Fullerton	Nadia Lawand
St. John Fisher Sr	Nadia Lawand	Erica Follon
St. Patrick	Doug Bentley	Michael Barron
St Thomas HS		Loretta Kao
Sunshine Academy	Richard Frazao	
Terry Fox	Kim Teolis	
Verdun		
Westpark	Alaina Charzan	
Westwood Jr	Richard Langlois	
Westwood Sr	Philippe Courtois	Tanja Minisini
Wilder Penfield	Eric Thibault	
SNAC		Sara Hossaini

Distinguished attendees **Members of the Public**

Judy Kelley

Chris Eustace

Maia Aziz

Andreanne Bertrand

Genevieve Dugre

Kathleen O'Reily

Note Taker

Barbara Schnider